

STANDARD FORM NO. 64

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*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Chief, Intelligence School

DATE: 31 July 1956

FROM : Chief Instructor, Basic Orientation

SUBJECT: Weekly Activities Report, 24 July through 31 July 1956

1. Significant Items:

25 YEAR RE-REVIEW

Nothing to report.

2. Other Activities:

a. The special briefing (for JOT's) on the Intelligence phase of Basic Orientation ended on Friday, 27 July. This one week session was quite successful.

b. The draft of the proposed announcement for Intelligence Orientation has been coordinated with the School of International Communism. The announcement and the Catalog descriptions of the two phases have been sent to the Chief, Intelligence School for final review prior to publishing.

c. The painting and general refurnishing of the R&S Auditorium was started on 27 July.

d. During the week [ ] reviewed the contents of a number of safes. The result was the transfer of certain material to the School of International Communism, the retirement of files containing course records dating back to 1949, the destruction of a large quantity of obsolete material of all descriptions and the forwarding to [ ] of copies of old lesson plans, lecture outlines and exercises on assorted subjects.

e. The Basic Orientation staff met on 30 July to discuss additional ideas on the content and administration of the Introduction to Intelligence phase of Intelligence Orientation.

3. Personnel:

a. [ ] is assisting in the administration of the Course in Intelligence Techniques.

b. [ ] is on loan to FI/RI for work on a special project.

c. [ ] on annual leave today, 31 July.

d. [ ] was on sick leave Friday, 27 July.

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